

**City of Raleigh Historic Cemeteries Advisory Board  
Work Plan for March 2011- February 2012**

The City of Raleigh Historic Cemeteries Advisory Board presents its annual work plan for FY11-12. Work plan items are directly linked to recommendations from the Chicora Report. The order does not represent the Board's work priorities.

**Goal #1: Develop a Policy and Maintenance Manual for the operation, use, and routine maintenance of the City's cemetery properties. (carried forward from FY09-10). Develop archeology and cemetery design guidelines. (carried forward from FY10-11)**

Task 1: Develop a Policy and Maintenance Manual for daily operations.

Task 2: Assist in the development of archeology and cemetery design guidelines for incorporation into the Historic District Commission's updated Design Guidelines for 2010-2011.

**Goal #2: To continue inventory and stabilization efforts within City Cemetery.**

Task 1: The Board will identify the scope and costs associated with a stone-by-stone inventory. (carried forward from FY09-10)

Task 2: The Board will identify the scope and costs associated with an inspection of the mausoleums located at City Cemetery. (carried forward from FY09-10)

Task 3: Based on the FY11 assessment of and recommendations for the perimeter fence stabilization & restoration prepared by Dean Ruedrich, prioritize work based on costs.

**Goal #3: Develop/complete site amenities plan for Mt. Hope, O'Rorke-Catholic, and City Cemeteries. (carried forward from FY10-11)**

Task 1: The Board will work with City staff to develop site amenities plans for Mt. Hope and O'Rorke-Catholic Cemeteries and complete the amenities plan for City Cemetery.

**Goal #4: Expand needed signage at all 3 cemeteries. (carried forward from FY10-11)**

Task 1: The Board will identify needs and costs for signage at Mt. Hope, City, and O'Rorke-Catholic Cemeteries. (for identification, regulatory, interpretation/ educational, and directional)

**Goal #5: To preserve and protect unsecured items located in City Cemetery.**

Task 1: The Board will develop a protocol for the collection, inventory, and storage of unsecured items. (carried forward from FY09-10)

Task 2: The Board will complete an inventory of items stored in the mini-mobile.

**Goal #6: To secure and protect existing cemetery data and records. To promote web-based access to existing burial records by the general public.**

Task 1: The Board will work with City staff to plan for the archiving of existing interment records currently housed at Mt. Hope Cemetery.

Task 2: The Board will partner with Raleigh City Cemeteries Preservation, Inc. to provide web-based access of interment records of all 3 cemeteries to the general public.

**Goal #7: To research and develop a Volunteer Cemetery Watch program for City Cemetery.**

Task 1: The Board will work with Cindy Trumbower, Parks and Recreation Volunteer Services Coordinator to develop this program. (carried forward from FY09-10)

Task 2: The Board will request the Raleigh Police Department and the Fire Department to provide routine police patrols in all 3 cemeteries supplemented by the Community Watch program at City Cemetery.

**Goal #8: Update and expand marketing and public education efforts. (carried forward from FY10-11)**

Task 1: The Board will promote the implementation of strategies for City's cemeteries mentioned in Raleigh's Comp 2030 plan.

Task 2: The Board and Parks and Recreation Marketing staff will promote cemeteries as a component of the "Downtown experience".

**Goal #9: To develop landscape plans for the three historic cemeteries to address tree replacement, screening, and general beautification utilizing historically appropriate species. (carried forward from FY10-11)**

Task 1: The Board will work with City staff to develop landscape plans for all 3 cemeteries.